



CITY OF LONG BEACH

DEPARTMENT OF PUBLIC WORKS

333 West Ocean Boulevard, Long Beach CA 90802

PUBLIC SERVICE/STREET OPERATIONS

PERMIT TO PLANT STREET TREES

(INSTRUCTIONS)

_____(1)_____ hereby request authorization of the City of Long Beach
Name of property owner/authorized representative

to plant _____(2)_____ street tree(s) within the public easement at the following addresses.

In accordance with City specification, applicant will, within sixty (60) days of said request, install the authorized street tree(s), and agrees to water and fertilize the trees and adhere to [City Ordinances](#) pertaining to said trees.

Address(3)

(1) _____
(2) _____
(3) _____
(4) _____

Type of Tree(4)

[Approved Street Tree List](#), of authorized street tree species for your area can be obtained by calling the City of Long Beach Street Tree Section at (562) 570-2770.

(5)

☐ Applicant will be responsible for planting of the tree(s)

☐ Contractor will be responsible for planting of the tree(s)

Contractor's Name _____(6)_____ License# _____(7)_____

Signature _____(8)_____ Date _____(9)_____

Applicant's Mailing Address: _____(10)_____ City _____ Zip _____

Phone #(s) of Applicant _____(11)_____

City Ordinance: [LBMC Section 14.28.020](#) – same – Planting and Removal – The Director of Public works shall plant or remove and regulate and control the planting and removal of any and all trees planted along any City street. The Director shall designate the species, kind, number, spacing and method of planting, excepting that no tree shall be planted closer than twenty-five feet to another tree, or closer than fifteen feet to any utility pole or light standard, or nearer than five feet to any fire hydrant, water meter or gas meter, or closer than twenty feet from the curb radius centers of any street intersection.

FOR CITY USE ONLY (12)

- ☐ Approved as requested
☐ 15-gallon tree
☐ Denied

- ☐ Approved with exceptions
☐ 24-inch box tree
☐ DIG Alert Needed
1-800-227-2600

Comments

City Representative _____ Date: _____

Permit To Plant Street Tree

INSTRUCTIONS

Application must be printed in black or blue ink or typed. Application must be submitted and approved prior to planting of any street tree. Application will take approximately five (5) business days to approve.

- (1) Name of person applying for Permit to Plant Street Tree; authorized business representative or abutting property owner's name. Please write full name.
- (2) Enter the number of trees requesting to plant.
- (3) Provide street address for each tree location (enter correct spelling of street name and indicate East (E) or West (W), if applicable).
- (4) Provide type of tree for each address location. Give correct Botanical name of tree(s) requesting to plant.
- (5) Mark the box of responsible party for planting the tree.
- (6) Must provide contractor's name, if applicable. Give full name of contractor as shown on business license.
- (7) Enter valid business license number of contractor shown on application.
- (8) Signature of property owner/authorized representative as stated on application.
- (9) Enter date of signature.
- (10) Enter Applicant's mailing address.
- (11) Enter phone number of property owner, including area code. Phone number must be one used during business/day time hours.
- (12) FOR CITY USE ONLY – DO NOT WRITE BELOW THIS LINE

Mail or hand-deliver application to:

**PW/Public Service/Street Operations
C/O Jerry Rowland/Tree Permits
1651 San Francisco Avenue
Long Beach CA 90813**